

NAZEING PARISH COUNCIL

Minutes of the meeting of the Full Council held on Thursday 27th April 2017 at 8:15pm at the Scout Hut, Perry Hill, Middle Street, Nazeing.

Members present: Cllrs Evans (Chairman), Carter, Clarke, Gross, Joslin & Skipper.

Also present: Lorraine Ellis (Clerk), 6 members of the Public.

These minutes are subject to ratification at the next meeting.

1. Apologies for absence:

Cllrs Arnold, Casey, DiMaria, Frydrych, Shorter.

2. Public participation:

Bob Mason wished to speak on item 7.

Mr Ellerbeck wished to speak on item 14e.

Mrs Procter wished to speak on item 14g.

3. Declarations of Interest:

None.

4. Approval and signing of minutes:

a) The minutes of the meeting of the Full Council meeting held on 23rd March 2017 were approved and signed by the Chairman with no amendments.

b) The minutes of the Planning Committee meeting held on 9th March 2017 were noted.

5. Amenity Matters.

a) Allotments. LE

Update on allotment matters and from the Allotment AGM. Rent is being received from allotment holders. The Allotment AGM was held on 20/4/17. It was noted that the Nazeing Allotment Association Accounts had been circulated to Cllrs. Request for bonfire to burn old sheds. This was agreed.

A neighbour has reported that the gate has been left open and that a car has been on the allotments at midnight. Notice has been added to the gate reminding allotment holders to lock the gate and unauthorised access will be reported to the police.

b) Pound Close Play Area. LE

An update on tree planting: the six trees were planted on 24/03/17. It was noted that Graham Smith and some residents have been watering the trees, which is appreciated by the Parish Council.

c) Elizabeth Close Play Area.

An update following the closure of the play area due to issue with the wetpour (rubber surface). The surface is not covered under Council's insurance and a more explanatory notice has been displayed.

The Clerk has spoken to Grounds Maintenance Manager at EFDC (Phil Hawkins) for some advice. He has recommended that the Council have the annual inspection for Elizabeth Close and based on RoSPA's recommendation, the Council can obtain quotes for any necessary work. If possible, it may be beneficial to meet with RoSPA at the time of the inspection. Phil Hawkins is happy to assist the Council with this matter.

d) Annual inspection of play areas by RoSPA Play Safety is due in May. **LE**
It was agreed for the annual inspection to go ahead as planned and arrange as an appointment with RoSPA.

e) Dog fouling on the football pitches / playing field at Bumbles Green. **CE**
This is a health issue. It was agreed that "No Fouling" notices should be erected again at the playing fields.

f) Advertising at Nazeing Crossroads Bus Shelter. **MF**
A local estate agents is interested in advertising at the bus shelter, including installing a panel for the advertisement. To consider the request and agree to the proposal, subject to approval of the advertisement details by the Council. This was agreed.

6. Financial Matters:

a) The Financial summary for March 2017 was approved on 23/3/17 with the amendment to include the cost of the hire of Scouts Hut but not signed by the Chairman. The Financial summary for March 2017 was signed by the Chairman with no further amendments.

b) It was agreed to authorise:

i) payments totalling £7,209.20

ii) transfer of £10,000 between bank accounts.

It was noted Cllrs Joslin & Carter will set up & approve direct credits this month.

Action Cllrs Joslin & Carter.

c) The Financial summary for April 2017 was approved and signed by the Chairman with no amendments.

d) To consider the fourth quarterly budget report for 2016/17.

The fourth quarterly budget report for 2016/17 was noted, no questions raised.

e) It was agreed to sign a 24 month contract from E-on for street lighting, with rate of 12.503p/kWh (otherwise rate would be 15.5p/kWh).

7. Update on Matters relating to the Total site. CS/DJ

a) To receive an update on the Total site from Bob Mason (Liquid Living Developments).

There have been three soil investigations, the third one has been sent to Jane Gravelle (EFDC) and hopefully it will be signed off. The site is ready for work to start subject to conditions being signed off. Ground contractors are provisionally booked for the beginning of June, subject to EFDC sign off.

b) To consider the request from Liquid Living Developments for a letter from the Parish Council, as owners of the Total site, stating that the Parish Council will complete the crossover works if left unfinished by the contractor.

Bob Mason explained the request for the letter, so that a bond is not held by Essex Highways for a period of 8 or 9 months, as one new crossover will be installed and the two existing crossovers will be removed on near completion of the houses.

It was agreed that the Parish Council will produce the letter, subject to the directors of Liquid Living Developments completing an Indemnity Agreement, to remove all risks to the Parish Council. Cllr Joslin will confirm exact details with Essex Highways and prepare the necessary documents. **Action Cllr Joslin**

8. Leisure Centre. CE/TA

- a)** To note that the Council's insurers advised that movement of the building is not covered under the Council's insurance and to note that if the proposed work is not completed within the required time frame, the Leisure Centre will not be insured. It was noted that public liability insurance would still be required and Cllr Joslin will discuss this with the Council's insurers. **Action Cllr Joslin**
- b)** Modular building brochures had been circulated to the Cllrs. It was agreed that this type of building would be suitable. Cllr Joslin suggested that he and Cllr Frydrych meet with Jill Shingler (EFDC) with the proposal of demolishing the current building and putting up a modular building. This was agreed. **Action Cllr Joslin**
- c)** It was proposed to repair the car park so that Nazeing Youth FC can continue at the Leisure Centre with training over the summer/matches in the autumn, with Cllr Joslin signing off the work after completion. All Cllrs voted in favour of the proposal. Nazeing Youth FC will not be able to use the Leisure Centre while repairs are undertaken. The cost of the work is £1,000.00 and once it is complete the heras fencing may be removed and returned.
- d)** To provide an update on Nazeing Youth FC's use of the facilities at Bumbles Green. Nazeing Youth FC had been advised to remove all their equipment from the Leisure Centre storage area. It was agreed that the locks should now be changed.
- e)** Alternative office accommodation for the Clerk. The Clerk had approached the Church regarding the possibility of using St Giles. A room is available but it would not be a permanent office and would not be available for a period of time over the summer due to significant building work at St Giles.
- The Clerk has also approached the dentist, school and Nazeing Health Centre. The dentist and school do not have an office available, however, the Health Centre may be a possibility. Bob Mason advised that there may be an office at Harold Park Farm, he will enquire & advise the Clerk. Item to be included on the next Planning Agenda.

9. Donation request.

- a)** It was resolved that the Council would not give East Anglian Children's Hospices (EACH) a donation, as the Council prefers to support local organisations.

10. Review Financial Regulations and Standing Orders. DJ/LE

Cllr Joslin has reviewed both documents and recommends that no changes are required. The Clerk will also discuss with EALC, if any changes are required due to changes in legislation.

11. Clerks Report.

Report circulated before the meeting. No questions were raised however Cllr Joslin asked Cllr Clarke to circulate the Broxlea comments to Cllrs and Mr Ellerbeck before the next Planning meeting. This relates to concern that some of the information, which refers to the Parish Council, contained in the documents supporting the Broxlea planning application is not factually correct.

12. Reports from Councillors who have attended other meetings.

Cllr Carter had a meeting at the Nazeing Health Centre. The Health Centre is now under Herts Urgent Care (HUC) management. There have been a lot of complaints raised at the centre over the past few months. Cllr Carter has offered to liaise with Health Centre, as part of a patient liaison group and will keep the Council updated.

13. Communications.

For consideration:

- a) Reminder: EFDC have advised of their annual training programme, Cllrs to advise Clerk if they wish to attend.
- b) Cllrs to review & update declaration of interest if necessary. This request has come from EFDC. The Clerk asked that Cllrs advise her even if no changes are required.
- c) RCCE Community Action Conference 13/05/17. Cllrs to advise Clerk if they wish to attend.
- d) Police Partnership Conference 07/06/17, Cllrs to advise Clerk if they wish to attend.
- e) Transport Representative Meetings in June 2017, at various locations across the county.

For noting:

- f) Council's internal audit scheduled for 09/05/17. External auditors PFK Littlejohn require Annual Return & supporting documents to be returned by 12/06/17.
- g) Essex County Council has Made an Order to divert Footpaths 69 & 73 in the parish of Nazeing in the District of Epping Forest. It was noted that the informal consultation was in October 2016 and the Council did not object to the diversion proposals for both footpaths.
- h) Epping Forest Reuse - Donated furniture, appliances and household items collected free, preventing them from going to landfill. These are sold at the centre in Epping.

14. Planning Applications: DJ. The following applications were considered:

- (a) **Application No:** EPF/0742/17 **Officer:** Steve Andrews
Applicant Name: Mr W. Fagan
Location: Westfleet, Riverside Avenue, Nazeing, Waltham Abbey, EN10 6RD

Proposal: Extension to side and alteration to roof pitch to raise ridge height of garage to form a new Granny Annexe with two dormer windows.

Resolved – no objection.

- (b) **Application No:** EPF/0750/17 **Officer:** Graham Courtney
Applicant Name: Ms A Gowlett
Location: 70 Old Nazeing Road, Nazeing, Waltham Abbey, EN10 6RL

Proposal: Loft conversion.

Resolved – no objection.

- (c) **Application No:** EPF/0784/17 **Officer:** Corey Isolda
Applicant Name: Mr Lock
Location: 43 Shooters Drive, Nazeing, Essex, EN9 2QA

Proposal: Loft conversion with hipped to gable roof, front and rear dormer windows, new entrance with glazed porch and rear single storey extension.

Resolved – no objection.

- (d) **Application No:** EPF/0494/17 **Officer:** Steve Andrews
Applicant Name: Mrs Gohar Shojaii
Location: 12 Pecks Hill, Nazeing, Essex, EN9 2NY

Proposal: Demolition of existing rear single storey kitchen and construction/extension of new kitchen and family room.

Resolved – no objection. However it was noted that the plans on the EFDC website are poor.

- (e) **Application No:** EPF/0716/17 **Officer:** Graham Courtney
Applicant Name: Mr Chris Ellerbeck
Location: Beechcroft, Riverside Avenue, Nazeing, Waltham Abbey, EN10 6RA

Proposal: Redevelopment of existing bungalow into 2 storey house, new link block to garage & new 3m rear extension on previously approved planning application.

Chris Ellerbeck advised that the description on website was misleading and explained that the application included Beechcroft (Redevelopment of existing bungalow into 2 storey house) and the neighbouring property Dunsley (new link block to garage & new 3m rear extension on approved planning application).

Resolved – no objection.

- (f) **Application No:** EPF/0851/17 **Officer:** Graham Courtney
Applicant Name: Mr William H Wood
Location: St Leonards Farm, St Leonards Road, Nazeing, Waltham Abbey, Essex, EN9 2HG

Proposal: Three residential dwellings, retrospective application for planning permission for the 'Freshbuild' of a former agricultural buildings to include construction of new walls, reconstruction of existing walls, reconstruction of roof, installation of first floor, installation of windows doors and ancillary services.

Resolved – The Parish Council deprecates the fact that this application is retrospective and had it been submitted before the buildings had been erected, it would probably have been approved. Nevertheless, the Council resolved not to object to the application. In addition, the Parish Council requests that EFDC write to advise Mr Wood that in future he must abide by the rules and apply for planning permission before construction rather than request it retrospectively, as it was noted that this is not the first time that Mr Wood has applied for retrospective planning permission.

- (g) **Application No:** EPF/0863/17 **Officer:** Sukhvinder Dhadwar
Applicant Name: Mr & Mrs P. Proctor
Location: Fourways, 22 Highland Road, Nazeing, Essex, EN9 2PT

Proposal: Conversion of the roof space, including alterations to the roof form, and a single storey rear extension (revised application to EPF/1186/16).

Resolved – no objection.

- (h) **Application No:** EPF/0912/17 **Officer:** Sukhvinder Dhadwar
Applicant Name: Mr & Mrs Adkins
Location: 19 Pound Close, Nazeing, WALTHAM ABBEY, EN9 2HR

Proposal: Proposed two storey rear extension.

Resolved – no objection.

- (i) **Application No:** EPF/0919/17 **Officer:** James Rogers
Applicant Name: Mr & Mrs Bundock
Location: Piggery Building, Hubbards, Back Lane, Nazeing, Essex, EN9 2DA

Proposal: Conversion of piggery into a single dwelling house.

Resolved – The Parish Council is unable to comment as no plans were available on the EFDC website and requests that EFDC accepts a delayed reply and notifies the Parish Council when the plans are available. It should be noted that the next Parish Council meeting to consider planning applications is 11/05/17.

These are provided for information only, EFDC do not normally accept comments on these applications.

- (j) **Application No:** EPF/0762/17 **DRC Officer:** Sukhvinder Dhadwar
Applicant Name: Mr S Cuffaro
Location: Lakeside Nursery, Paynes Lane, Nazeing, Waltham Abbey, EN9 2EU

Proposal: Application for Approval of Details Reserved by Condition 3 'tree protection' on planning application EPF/2221/16 (Demolition of existing nursery storage buildings and erection of new nursery storage building).

Resolved – no comment.

- (k) **Application No:** EPF/0832/17 **DRC Officer:** Jane Gravelle
Applicant Name: Mr S Cuffaro
Location: Lakeside Nursery, Paynes Lane, Nazeing, Waltham Abbey, EN9 2EU

Proposal: Application for Approval of Details Reserved by Condition 4 'ground gas investigation' on planning application EPF/2221/16 (Demolition of existing nursery storage buildings and erection of new nursery storage building).

Resolved – no comment.

This is provided for information only, EFDC cannot accept comments on this application.

(l) **Application No:** EPF/0771/17 **Officer:** Robin Hellier
Applicant Name: Mr Lester Bennett
Location: Church House, Back Lane, Nazeing, Waltham Abbey, Essex, EN9 2DD

Proposal: Nazeing and South Roydon Conservation Area - T1 Willow - Reduce to a height of 6m.

Resolved – the Parish Council requests that it is referred to the District Council’s Tree Officer to ensure no damage to the tree.

15. Information Items and other items for next agenda:

None.

16. Annual Meetings. It was agreed the date for the Annual Parish Meeting and the Annual Parish Council Meeting would be 25th May 2017, 7:45pm at St Giles Hall.

Meeting closed 9.55pm.

Signed by the Chairman: **Date:**